

KENTUCKY BOARD OF CERTIFICATION OF ALCOHOL & DRUG COUNSELORS
BOARD MEETING MINUTES
March 4, 2008

A regular meeting of the Board of Certification of Alcohol and Drug Counselors was held at the Division of Occupations & Professions on March 4, 2008.

MEMBERS PRESENT

Terry L. Reams, Chair
Todd F. Trumbore
Kenneth A. Hemphill
Patrick L. Whelan
Theodore M. Godlaski

OCCUPATIONS & PROFESSIONS STAFF

Gerald W. Hoppmann, Director
Karen Lockett, Board Administrator
Wendy Satterly, Occupation & Profession Staff
Susan Ellis, Occupation & Profession Staff

MEMBERS ABSENT

Martha Roberts Hardesty
Geoffrey D. Wilson

OTHERS PRESENT

Diane Fleming – Board Attorney
Jane Oliver – Division of Mental Health & Substance Abuse

CALL TO ORDER

Terry Reams, Chairman called the meeting to order at 10:00 a.m.

ELECTION OF OFFICERS

Mr. Reams, Chairman informed the board that a Vice Chairman needed to be nominated and voted on.

Mr. Godlaski nominated Mr. Todd Trumbore for Vice Chairman of the Board. Mr. Godlaski made a motion to accept Mr. Todd Trumbore as Vice Chairman of the Board by acclamation. Mr. Whelan seconded the motion. The motion carried. Mr. Trumbore was elected the Vice Chairman of the Board for the year of 2008.

MINUTES

The board reviewed the Minutes from February 5, 2008.

Mr. Trumbore made a motion to approve the minutes of the 2008 meeting. Mr. Godlaski seconded the motion. The motion carried.

FINANCIAL STATEMENT

The board reviewed the Financial Statement

Mr. Whelan made a motion to approve the financial statement as submitted. Mr. Wilson seconded the motion. The motion carried.

DIRECTOR'S REPORT

Ms. Wendy Satterly gave a report and handout on the Code of Ethics regarding the Ethical principles, Acceptance of Gifts, Disclosure of Conflicts of Interest and Contracts/Agreements, Ms. Satterly asked the board members to review the Code of Ethics, sign, but (not mandatory for signature) and give to Karen Lockett, Board Administrator at the next board meeting.

Ms. Satterly discussed the Executive Order to reduce costs from Governor Steven L. Beshear to the board members regarding:

- Given the increasing cost of gasoline, all opportunities for work-related carpooling shall be maximized.
- The number of employees approved to attend the same conference shall be scrutinized and reduced where possible
- State agencies are directed to use video conferencing available at state facilities, in lieu of travel whenever feasible.
- State agencies are directed require that state employees approved for in-state overnight travel shall use state park facilities when such accommodations are within 25 miles of their business destination.

PAGE ONE

MINUTE

JANUARY 11, 2008

COMPLAINTS AND OTHER LEGAL MATTERS-MS. FLEMING

Complaint #0502 - Ongoing
Complaint #0601 - Ongoing
Complaint #0602 - Ongoing
Complaint #0704 - Ongoing

Ms. Fleming asked the board to table the complaints to the next board meeting to discuss.

Mr. Reams made a motion to table the current complaints until the next board meeting on grounds that a Complaint Committee will have to be developed among the new board members. Mr. Trumbore seconded the motion. The motion carried.

Ms. Fleming discussed the complaint process. Ms. Fleming informed the board that they will need to nominate 2 (two) board members for the complaint committee. Ms. Fleming explained that the complaint committee will discuss all complaints with her and once the complaint committee receives the response from the complainant the complaint will be discussed only by the complaint committee and the attorney and then brought forth to the board members discussing complaint numbers (no names) only for suggestions. Ms. Fleming stated that they would serve on that committee for 1 to 2 years.

Mr. Trumbore made a motion that Mr. Whelan and Mr. Godlaski serve on the complaint committee with the Board Attorney, Ms. Fleming. Mr. Whelan and Mr. Godlaski accepted the nomination. Mr. Wilson seconded the motion. The motion carried.

Ms. Fleming informed the new board members that she would send the Internet Version of the regulations to all Board member to review and the Board administrator to place on the website. Mr. Reams requested that forms be via e-mailed to all Board members.

OLD BUSINESS

Ms. Satterly informed the board that the board will be able to provide a out-of-state travel form for approval to the IC&RC Spring Conference in Cherry Hill, New Jersey, However it may not be approved being that the Executive Order states to cut back on out-of-state travel if possible. At this time the Board Administrator may fill out the travel form, but may not be approved since the Executive Order is in place.

Mr. Mike Vance reported to the board that he would be willing to attend the IC&RC conference in Cherry Hill, New Jersey as a delegate if that would possible through IC&RC.

Mr. Godlaski made a motion to appoint Mr. Vance and a present board member to attend the IC&RC conference in New Jersey on April 8 – 11, 2008. Mr. Whelan seconded the motion. The motion carried.

NEW BUSINESS

IC&RC mailed the invoice to the Kentucky Board of Certification of Alcohol and Drug Counselor board for the AODA Exam and for shipping that totaled \$1,005.00.

Mr. Trumbore made a motion to accept to pay the invoice to IC&RC for the AODA Exam and for shipping that totaled \$1,005.00. Mr. Godlaski seconded the motion. The motion carried.

Mr. Reams presented CADC appreciation plaques for the to Mr. Michael Vance and Jean Keen for all they have done for the Kentucky Board of Certification of Alcohol and Drug Counselor Board at the February 5, 2008 board meeting. All other plaques went to Mr. Chris Fajardo, Mr. Patrick McKiernan and Mr. Michael Sewell.

Mr. Whelan made a motion to approve all plaques for all former board members. Mr. Godlaski seconded the motion. The motion carried.

Ms. Tara Sorgi e-mailed the board inquiring about Supervision hours. Ms. Fleming, Board Attorney will draft a letter to Ms. Sorgi. Mr. Reams, Chair will review the response before mailing.

JANUARY 8, 2008

APPLICATION REVIEW

Mr. Trumbore made a motion to approve all actions taken on applications for certification.

- Melissa Best – Approved
- Kenneth Bucher– Approved
- Karen Smith– Approved
- Greg Turner - Deferred

Mr. Wilson seconded the motion. The motion carried.

CONTINUING EDUCATION

Mr. Wilson made a motion to approve all actions taken on applications to provide continuing education.

Elizabethtown Community & Technical College – Theories, Issues, Disorders & recommendations for supporting clients – Approved for 6.0 hours

Heisel & Associates – ADHD,OCD,ODD, Generalized anxiety & social anxiety in children adolescents – Approved for 6.0 hours

Heisel & Associates – Clinical Supervision With difficult cases – Approved for 7.0 hours

Ky Assoc. of Marriage & Family Therapy – KAMFT Annual Conference – Approved for 15.0 hours

Lee Co ASAP – Preparing for the CADCE Exam – 15.0 hours

Qualah Counseling & Consulting – Successfully working with difficult client populations and their families: An integrated approach – Approved for 6.0 hours

Seven Counties – Ethics & Dual relationships-clinical – Approved for 3.0 hours

Seven Counties - Medical Necessity 101 – Approved for 3.0 hours

Seven Counties – Suicide Assessment & Prevention – Approved for 3.0 hours

Seven Counties – Suicide Risk Assessment – Approved for 3.0 hours

Seven Counties - Working with refugee & immigrant population – Approved for 3.0 hours

Sobers Solution – Clinical Supervision – Approved for 12.0 hours

Sobers Solution – Treating the impaired brain – Approved for 12.0 hours

Union College – Saturday Workshop Series – Approved for 18.0 hours

University of Evansville, Instit for Alcohol & Drug Studies – University of Evansville, Instit for Alcohol & Drug Studies – Approved for 30.0 hours

Nova Counseling Alternatives – Ethical Dilemmas: Protecting the Therapeutic relationship – Deferred for 3.0 hours

Mr. Whelan seconded the motion. The motion carried.

TRAVEL

Mr. Hemphill made a motion for approval of travel and per diem for today's meeting. Mr. Trumbore seconded the motion. The motion carried.

NEXT MEETING

March 4, 2008 at 10:00 a.m.

ADJOURNMENT

Being no further business to come before the Board, the meeting adjourned at 1:30 p.m.



Approved